



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

Karen Ross, Secretary

January 27, 2017

D2017-02

TO: District Agricultural Associations, CEOs

SUBJECT: Requirement to Purchase Insurance Through Either DGS or CFSA

On December 8, 2016, you were sent a letter regarding the procurement of insurance. Since that time, I have received numerous inquiries that indicate further clarification is necessary.

District Agricultural Associations (DAAs) shall procure insurance coverage for the fairgrounds only through the California Department of General Services (DGS) or the California Fair Services Authority (CFSA). This directive is based on the advice of both the CDFA Legal Office and the DGS Office of Risk and Insurance Management's (ORIM) interpretation of the California Government Code section 11007.7(c)(4) and there are no exceptions.

Please note that this requirement applies to traditional general liability and workers compensation insurance as well as to all other types of insurance that the DAA acquires. State vehicle liability coverage remains with DGS.

If you currently have a policy with an insurance provider other than through DGS-ORIM or CFSA, you must make arrangements immediately to cancel the policy. Please be sure to coordinate with the private insurance company and DGS/CFSA (as applicable) to avoid any gap in policy coverage.

Please direct all inquiries regarding your insurance needs to either of the authorized entities:

Carrie Willson  
707 3rd Street, MS 403  
DGS-ORIM  
West Sacramento, CA 95605  
(916) 376-5278  
[carrie.willson@dgs.ca.gov](mailto:carrie.willson@dgs.ca.gov)

Becky Bailey-Findley  
CFSA  
1776 Tribute Road, Suite 100  
Sacramento, CA 95815  
(916) 921-2213  
[baileyfindley@cfsa.org](mailto:baileyfindley@cfsa.org)

If you have any questions regarding this requirement, please contact me.

Sincerely,

John Quiroz, Chief  
Fairs & Expositions Branch

cc: Carrie Willson - ORIM  
Becky Bailey-Findley - CFSA

